

		STATE OF MONTANA DEPARTMENT OF ADMINISTRATION PRINT SERVICES		TERM CONTRACT	
VENDOR	Action Print 800 Front Street Helena, MT 59601		CONTRACT NUMBER	172-05-C	
			CATEGORY	Color Photocopying	
DESCRIPTION			EFFECTIVE DATES	From	July 1, 2004
				To	June 30, 2005
<p style="text-align: center;">COLOR PHOTOCOPYING</p>					
ORDERING INFORMATION					
CONTRACT VENDOR	Action Print 800 Front Street Helena, MT 59601 Phone: 406-442-7595		AGENCY CONTACT	Steve Davies	
DELIVERY ➤ Within 24 hours. F.O.B. ➤ Destination TERMS ➤ Net					
REMARKS: <p style="text-align: center;">Second Year of Contract</p>					
		CONTRACT VALIDATED BY:	DATE	PRINT SERVICES DEPARTMENT OF ADMINISTRATION 920 FRONT ST - P.O. BOX 200132 HELENA, MT 59620-0132	
INVOICES SHALL BE FURNISHED IN TRIPLICATE					

COLOR PHOTOCOPYING TERM CONTRACT

Term of Contract:

Bidder and the State of Montana, Print Services agree that this contract may, upon mutual agreement, be extended in one (1) year intervals for a period not to exceed two (2) additional years. This extension is dependent upon legislative appropriations and in no case may a contract run longer than a three (3) year period. This contract may be extended for one (1) year intervals according to the terms of the existing contract.

Requirements listed are for the following period of July 1, 2004 through June 30, 2005.

The intent of this contract is to provide state agencies with an expedited means of procuring supplies and/or services. This contract is for the convenience of state agencies and is considered by Print Services to be a “non-exclusive” use contract. Therefore, agencies may obtain this product/service from sources other than the contract holder(s) as long as they comply with Title 18 MCA and their delegation agreement. Print Services does not guarantee any usage.

For all state agencies, institutions and field offices throughout Helena.

The State of Montana reserves the right to cancel this contract at any point during the term of the contract upon thirty (30) days written notification to the contract holder.

All invoicing and correspondence regarding the contract shall bear reference to the contract number.

A tabulation of transactions relative to the contract shall be furnished by the contractor to Print Services upon request at any time during the contract period.

DELIVERY AND PICK UP: All orders shall be delivered, F.O.B. destination to all state agencies, institutions and field offices throughout Helena, within 24 hours after the receipt of originals. Order pickup service shall be available upon request by ordering agency.

Three or more documented occurrences of late delivery shall be valid cause for cancellation of the contract.

Invoices are to be delivered with the order to the requestor or the requested delivery location.

STOCK: 24# white stock, recommended for color copy use by manufacturer of photocopier.

QUALITY: Good consistent quality required on all photocopies. If the original copy is unsatisfactory, the user agency must be notified prior to photocopies being made.

SIZE: 8-1/2" x 11"

5 to 25 copies: \$.75/copy

26 to 50 copies: \$.70/copy

51 to 100 copies: \$.65/copy

101 to 200 copies: \$.45/copy

Additional cost to black photocopy side two:

5 to 100 copies: \$.04/copy

101 to 200 copies: \$.04/copy

Additional cost to color photocopy side two:

5 to 100 copies: \$.50/copy

101 to 200 copies: \$.50/copy

Maximum copies allowed under contract is 200 per original.

SIZE: 11" x 17"

5 to 25 copies: \$.90/copy

26 to 50 copies: \$.90/copy

51 to 100 copies: \$.85/copy

101 to 200 copies: \$.85/copy

Additional cost to black photocopy side two:

5 to 100 copies: \$.07/copy

101 to 200 copies: \$.07/copy

Additional cost to color photocopy side two:

5 to 100 copies: \$.75/copy

101 to 200 copies: \$.75/copy

Maximum copies allowed under contract is 200 per original.

PRICE TO CHANGE TO COLORED STOCK:

8-1/2" x 11": \$ no charge/copy

11" x 17": \$ no charge/copy

Color options available: Any colored bond available such as Eureka, Frasier, Works, Crushed Leaf or customer supplied.

SIZE: 8-1/2" x 11" COVER STOCK (8 pt or equal) - WHITE

5 to 25 copies: \$.80/copy

26 to 50 copies: \$.75/copy

51 to 100 copies: \$.70/copy

101 to 200 copies: \$.60/copy

Additional cost to black photocopy side two:

5 to 100 copies: \$.04/copy

101 to 200 copies: \$.04/copy

Additional cost to color photocopy side two:

5 to 100 copies: \$.55/copy

101 to 200 copies: \$.55/copy

Maximum copies allowed under contract is 200 per original.

SIZE 11" x 17" COVER STOCK (8 pt or equal) - WHITE

5 to 25 copies: \$1.00/copy

26 to 50 copies: \$1.00/copy

51 to 100 copies: \$.90/copy

101 to 200 copies: \$.90/copy

Additional cost to black photocopy side two:

5 to 100 copies: \$.08/copy

101 to 200 copies: \$.08/copy

Additional cost to color photocopy side two:

5 to 100 copies: \$.90/copy

101 to 200 copies: \$.90/copy

Maximum copies allowed per contract is 200 per original.

OPTIONAL BINDERY WORK:

Price for standard three hole drill: \$ no charge

Price to staple upper left corner only: \$ no charge

CONTRACT EXCLUSIONS

This contract specifically excludes any bindery work (other than drilling and stapling listed above), collating with copy other than color copies, or photocopying solely on standard photocopier.